



MINUTES Strategic Planning Committee

DATE	August 11, 2004
TIME	10:00 AM
LOCATION	Education Board Room, 700 E Fifth Street Carson City
RECORDER	Alisanne Maffei, Strategic Planner

ATTENDEES

Name	Attend ✓	Name	Attend ✓
Chair – Mike Hillerby, Governor's Office		Co-Chair – Perry Comeaux, Department of Administration	✓
Birgit Baker, DETR	✓	Alisanne Maffei, DoIT	✓
Allen Biaggi, CNR	✓	Dave McTeer, DOA	✓
Mark Blomstrom, DoIT	✓	Grant Reynolds, B&I	✓
Miles Celio, Military	✓	Keith Rheault, Education	✓
Chuck Chinnock, Taxation	✓	Kathy Ryan, DoIT	✓
Robert Chisel, NDOT	✓	Terry Savage, DoIT	✓
Jackie Crawford, Corrections	✓	Scott Sisco, Cultural Affairs	✓
Terry Crawforth, Wildlife		Roger Sliva, DoIT	✓
Jeanne Greene, Personnel	✓	P. Forrest Thorne, PEBP	✓
Don Henderson, Agriculture	✓	Michael Torvinen, HR	✓
Sara Jones, Cultural Affairs		Giles Vanderhoof, Military	
Dave Kieckbusch, DPS		Doug Walther, B&I	
Ginny Lewis, DMV	✓	Mike Willden, DHR	
Other's Attending Presentations:			
David Atkins, TRPA	✓	Nancy Ford, Welfare	✓
Lyn Barnett, TRPA	✓	Ben Grissom, NDOT	✓
Gary Buonacorsi, Welfare	✓	Jerry Wells, TRPA	✓
Gerald Dildine, NDOT	✓	Kirk Wilson, TRPA	✓

CALL TO ORDER

I Introduction

- Perry Comeaux called the meeting to order.

II Review and Approval of the Minutes

- After explanation and review of the July meeting minutes, it was moved to accept the minutes and seconded. The bullet “It was agreed upon by the committee to present to the IT Advisory Board (ITAB) prior to IFC, thresholds to be determined, with Perry Comeaux identifying items to be added. A policy will be drafted covering the specifics” was discussed. The minutes from July 15, 2004 were accepted as presented.

III Committee Representation

- Perry Comeaux welcomed Allen Biaggi, CNR, to the IT Strategic Planning Committee (ITSPC) meeting.

IV IT Project Prioritization Presentations

- Presentations by TRPA, NDOT and Welfare were conducted for purposes of IT Project Prioritization. The TRPA and NDOT projects were added to the prior project prioritization ranking. The ranking details are to be distributed.

V IT Optimization Study Presentation and Review

- Dave McTeer presented the IT Optimization Study to the Committee. The Committee requested further discussion to take place at the September meeting.

VI ITAB Presentation Policy

- Terry Savage provided the recommended policy for ITAB presentations of upcoming projects prior to IFC.

VII Future Issues/New Business

- Alisanne Maffei had stated the committee will be updated on the evaluation of Digital Certificates and Digital Signatures for the State of Nevada with the Secretary of States Office, an open item for future meeting.

VIII WRAP UP

The next meeting of the IT Strategic Planning Committee has been scheduled for September 29, 2004. It will be held in the sixth floor HR Conference Room, Kinhead Building, Carson City, NV

ACTION ITEMS

Item No.	Description	Assigned To
1.	Support IT prioritization process with DoIT Planning Unit and Budget Office. Distribute ranking details, done	Alisanne Maffei
3.	Compile inputs for Enterprise IT Strategic Plan with Directors	Alisanne Maffei

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Item No.	Description	Assigned To
4.	Collect and publish State Videoconferencing Equipment inventory	A. Maffei/ R. Sliva
5.	Distribute Letter of Decision, e-payment, done	Perry Comeaux
6.	Provide updated summary of finalized FY 06/07 TIR's	Kathy Ryan
7.	Provide Policy for ITAB presentations of upcoming projects prior to IFC, done	Terry Savage

Related Links / Contact Information:

Terry Savage contact: 684-5801, cell 721-5184, tsavage@doit.nv.gov

IT Security email infosec@state.nv.us

Nevada Communications Steering Committee website <http://ncsc.nv.gov/>

IT Strategic Planning Committee http://www.nitoc.nv.gov/index_planning.htm, updated 8/18/04